Preserved

G. R. S. IX-5]

Previous references.

File No. 6378

1918.

Serial Nos. 1-2

(P45)

Later references.

GENERAL AND REVENUE SECRETARIAT.

(B)

Serial Nos. 1-2

Part B for January 19.

SUBJECT.

Supply of D.O. Covers, printed official covers, and printed letter heads, dockets & letter forms etc to Public Depts on annual indents.

Vol. V(1) Ref. The Supdt G.P. No 1594 Dt 4-1-19.

States that many Hds of Depts include in their Annual indents for the above & that the printing of such single lines involves a good deal of unnecessary time & labour & requests that orders may be issued to all Offices to eliminate such indents.

SEC No 2) To The above No G 1579 of 28-1-19

Notes that if any Office makes a request which cannot be complied with under the rules, the Supdt G.P. himself point it out to them

QM 30/1/19

W D 88—GPB—50,000—24-7-18

10978

G. R. S. 11] 191 8.

GENERAL AND REVENUE SECRETARIAT.

(P+S)

NOTES.

File No. 63-18

FILE HEADING.

Supply of D. O. covers, printed official covers & printed letter heads, docket & letter forms etc to public depts on annual indents.

From

The Superintendent Govt Press

No. 1574 Dated 4.1. Received 7.1.

Diary No. 10938	Enclos. — Spare Copies.	Serial No. 1

BRIEF ABSTRACT OF LETTER.

states that many heads of depts include in their annual indents for printed letter heads etc & that the printing of such single lines involves a good deal of unnecessary labour & requests that orders may be issued to all officers to eliminate all such things.

NOTES AND ORDERS.

A copy of the Stry rules is herewith put up. Rule 47 entirely excludes such things and as such no fresh order is necessary. Perhaps the Supdt himself may refuse such work. Submitted for orders

8.1.19

NOTES—First Sheet.

109.8

G. R. S. III-2]

General and Revenue Secretariat. | PKS File No. 63 of 1918.

Serial No.

If any officer makes a request which cannot be complied with under the rules, the Supdt may himself point it out to him (Chapley) J 23/1/19

Yes. Please inform him accordingly.

CSJ 23/1/19

W 23/1/19

Draft submitted

DM 23/1 VS

Issue W/24/1/19

2 To

The Supdt. Govt. Press

G. 15-719 of 28.1.19

With refce. to S(1 States that if any officer makes a request which cannot be complied with under the rules, the Supdt. may himself point it

CHIEF SECRETARIAT II POLITICAL BRANCH. 29 JAN. 1919

NOTE—Continue on sheet.

WD A 1789—GPB—60,000—20-3-18—S

Form 6.

DIARY NO. 10938

WD 242—GPB—1,000—3-15

No. 15-74

OFFICE OF THE SUPERINTENDENT,
GOVERNMENT PRESS,

Dated Bangalore, 4th January 1919.

23797

FROM

D. B. RAMACHANDRA MUDALIAR, Esq.,
SUPERINTENDENT, GOVERNMENT PRESS,
BANGALOR

To

C. S. Balasundaram Iyer, Esq., B. A.,
Chief Secretary to the Government of Mysore,
B A N G A L O R E.

SIR,

have the honor to state that many heads of departments and other officers include in their annual indents printed D. O. covers, printed official covers and printed letter heads, docket and letter forms &c., contrary to section 47 of the Stationery Rules. One Officer had included in his indent for 1917-18 forms of this kind and of different sorts to the extent of a lakh and a half nearly. Printing of such single line and in such large numbers involves a good deal of unnecessary work to the Press and waste of paper. I therefore beg that orders may kindly be issued to all Officers to eliminate from their indents all such forms, confining their requisitions only to the standard large and small docket forms and nothing else. Sending covers, envelopes and letter papers &c., to the Press for print may also be kindly prohibited.

I have the honor to be,

Sir,

Your most obedient servant,

Superintendent,

Government Press.

well

G. R. S. VI—G/32]

SUBJECT.....

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Diary No. of letter replied to... 10938

Section P 85
File No. 63-18
Serial No. 2

GENERAL AND REVENUE SECRETARIAT
( )
, the 191 .

No. F. 15-19

te of issue..... 28-1-19

gned by..... M. Hasan

To

The Superintendent Govt Press

Delhi

With reference to his

No 1574 dt 4.1.19

~~Re the inclusion in indents,~~
~~requisitions for printing &c. courses~~
~~has the honour to state~~
~~that as rule 47 of the~~
~~Stores rules is clear on the~~
~~subject that~~
~~matter~~ if any officer makes
a request which cannot
be complied with under
the rules the Supdt may himself

P.T.O.

for the Secretary

5
Permit it sent to ... Ann

By order

for Chief Clerk

BU
28/

List of enclosures.

Copied by

Examined by

WDD6–GPB—60,000 - 15 11-16